



JSEC Meeting 09/26/05 4:00 PM, Glasgow, Job Service Office

Present Members: Shelly Van Buren, Tom Salem, Nancy Berg, Toni Plummer Alvernaz, Georgie Kulcky, Mona Amundson, Lee Erickson

Chairman Shelly Van Buren called the meeting to order. The minutes of the last meeting were read and there was an error in not reporting Tom Salem as present. We were not able to accept the minutes, as there were only 5 members present.

Lee did a quick presentation on the new testing program that is now in use in the office. Proveit is an online based testing program which has around 300 tests that can pinpoint exact skills needed in many occupational areas such as healthcare, clerical, legal, industrial, accounting and technical computer software programs.

Mona's manager report stated that since the offices have taken over the welfare program on July 1st she still has 6 more positions to fill, one of which is an employment assistant in the Glasgow office. The rest are located in the Wolf Point and Poplar offices. Most positions are Case Managers, which work directly with participants enrolled in the welfare program. These case managers have a caseload from 500 to 600 persons, which cover 7 counties, and most are located on the Fort Peck Reservation. Her staffing levels will have gone from 7 staff to 34 when all positions are filled.

Treasurer's report was provided to all present. The final breakdown from the state meeting and scholarships leave a balance of \$796.58. The committee then discussed the goals for the upcoming year. We will be trying to line up a free seminar for employers, as there will not be enough time or money to line up a paid speaker for this fall. Subjects discussed were soft skills, wage and hour and personality types. These would be free to JSEC, which we would charge the public to attend. The committee then discussed the recruitment for the upcoming year. We will be planning a noon luncheon and invite persons that might be interested in joining JSEC. Plans will be made for the end of October and the committee will be advised of the time and place. The meeting was adjourned at 5:10 pm.